

Referrals
5/7/19

INTERNAL
OPERATIONS
STANDING
COMMITTEE

**OFFICE OF CONTRACTING
AND PROCUREMENT**

4

May 2, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001914 100% City Funding – To Provide Physical Records Management System Software for DoIT. – Contractor: Global Solutions Group, Inc. – Location: 25900 Greenfield Road, Oak Park, MI 48237 – Contract Period: Upon City Council Approval through March 9, 2022 – Total Contract Amount: \$100,088.00. **INNOVATION AND TECHNOLOGY**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER **MCCALISTER**

RESOLVED, that Contract No. 6001914 referred to in the foregoing communication dated May 2, 2019, be hereby and is approved.



CITY OF DETROIT
LAW DEPARTMENT



COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 500
DETROIT, MICHIGAN 48226-3437
PHONE 313•224•4550
FAX 313•224•5505
WWW.DETROITMI.GOV

April 30, 2019

HONORABLE CITY COUNCIL

RE: Tolliver, Mary v ACIA, COD, and Brandon Washington
Case No: 18-003051-NI
File No: L18-00251(PH)

We have reviewed the above-captioned lawsuit, the facts and particulars of which are set forth in a confidential memorandum that is being separately hand-delivered to each member of Your Honorable Body. From this review, it is our considered opinion that a settlement in the amount of **Twenty Thousand Dollars and ^{NO}/Cents (\$20,000.00)** is in the best interest of the City of Detroit.

We, therefore, request authorization to settle this matter in the amount of **Twenty Thousand Dollars and ^{NO}/Cents (\$20,000.00)** and that Your Honorable Body direct the Finance Director to issue a draft in that amount payable to **Mary Tolliver** and her attorney, **Sigal Law Firm, PLLC**, to be delivered upon receipt of properly executed Releases and Stipulation and Order of Dismissal entered in Lawsuit No. 18-003051-NI, approved by the Law Department.

Respectfully submitted,

Philip Hiltner
Assistant Corporation Counsel

APPROVED: APR 30 2019
LAWRENCE GARCIA
Corporation Counsel

BY:
Krystal A. Crittendon
Supervising Assistant Corporation Counsel

Attachments

CITY CLERK 2019 MAY 1 PM 3:27

R E S O L U T I O N

BY COUNCIL MEMBER _____:

RESOLVED, that settlement of the above matter be and is hereby authorized in the amount of **Twenty Thousand Dollars and ^{NO}/Cents (\$20,000.00)**; and be it further

RESOLVED, that the Finance Director be and is hereby authorized and directed to draw a warrant upon the proper account in favor of **Mary Tolliver** and her attorney, **Sigal Law Firm, PLLC**, in the amount of **Twenty Thousand Dollars and ^{NO}/Cents (\$20,000.00)** in full payment for any and all claims which **Mary Tolliver** may have against the City of Detroit, Brandon Washington and any other City of Detroit employees by reason of alleged injuries sustained on or about 8/14/2017, and otherwise set forth in Case No.18-003051-NI, that said amount be paid upon receipt of properly executed Releases, Stipulation and Order of Dismissal entered in Lawsuit No.18-003051-NI and, where deemed necessary by the Law Department a properly executed Medicare/CMS Final Demand Letter.

APPROVED:
LAWRENCE GARCIA
Corporation Counsel

BY: 
Krystal A. Crittendon
Supervising Assistant Corporation Counsel

Approved by City Council: _____

Approved by the Mayor: _____



CITY OF DETROIT
LAW DEPARTMENT



COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 500
DETROIT, MICHIGAN 48226-3437
PHONE 313•224•4550
FAX 313•224•5505
WWW.DETROITMI.GOV

April 26, 2019

HONORABLE CITY COUNCIL

RE: Jonathan Williams v City of Detroit
Case No: 17-014811-NI
File No: L17-00737(CLR)

We have reviewed the above-captioned lawsuit, the facts and particulars of which are set forth in a confidential memorandum that is being separately hand-delivered to each member of Your Honorable Body. From this review, it is our considered opinion that a settlement in the amount of **Twelve Thousand Five Hundred Dollars and ^{NO}/Cents (\$12,500.00)** is in the best interest of the City of Detroit.

We, therefore, request authorization to settle this matter in the amount of **Twelve Thousand Five Hundred Dollars and ^{NO}/Cents (\$12,500.00)** and that Your Honorable Body direct the Finance Director to issue a draft in that amount payable to Jonathan Williams and his attorney, MIKE MORSE LAW FIRM, to be delivered upon receipt of properly executed Releases and Stipulation and Order of Dismissal entered in Lawsuit No. 17-014811-NI, approved by the Law Department.

Respectfully submitted,


Cheryl Ronk
Assistant Corporation Counsel

APPROVED: APR 26 2019

LAWRENCE GARCIA
Corporation Counsel

BY:


YUVONNE BRADLEY
Supervising Assistant Corporate Counsel

Attachments

R E S O L U T I O N

BY COUNCIL MEMBER _____:

RESOLVED, that settlement of the above matter be and is hereby authorized in the amount of **Twelve Thousand Five Hundred Dollars and ^{NO}/Cents (\$12,000.00)**; and be it further

RESOLVED, that the Finance Director be and is hereby authorized and directed to draw a warrant upon the proper account in favor of Jonathan Williams and his attorney, MIKE MORSE LAW FIRM, in the amount of **Twelve Thousand Five Dollars and ^{NO}/Cents (\$12,500.00)** in full payment for any and all claims which Jonathan Williams may have against the City of Detroit and any other City of Detroit employees by reason of **Enter brief allegation** sustained on or about June 05, 2017, and that said amount be paid upon receipt of properly executed Releases, Stipulation and Order of Dismissal entered in Lawsuit No.17-014811-NI and, where it is deemed necessary or desirable by the Law Department, a properly executed Medicare Reporting and Indemnification Affidavit, approved by the Law Department.

APPROVED:

LAWRENCE GARCIA
Corporation Counsel

BY:

YUVONNE BRADLEY
Supervising Assistant Corporate Counsel



CITY OF DETROIT
LAW DEPARTMENT



COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 500
DETROIT, MICHIGAN 48226-3437
PHONE 313•224•4550
FAX 313•224•5505
WWW.DETROITMI.GOV

April 25, 2019

HONORABLE CITY COUNCIL

RE: Spine Specialists of Michigan, PC (Latrishia Snider) v. City of Detroit
Case No: 18-161398
File No: L18-00520 CVK

We have reviewed the above-captioned lawsuit, the facts and particulars of which are set forth in a confidential memorandum that is being separately hand-delivered to each member of Your Honorable Body. From this review, it is our considered opinion that a settlement in the amount of **Twelve Thousand Dollars and ^{NO}/Cents (\$12,000.00)** is in the best interest of the City of Detroit.

We, therefore, request authorization to settle this matter in the amount of **Twelve Thousand Dollars and ^{NO}/Cents (\$12,000.00)** and that Your Honorable Body direct the Finance Director to issue a draft in that amount payable to **Spine Specialists of Michigan, PC and ANTHONY, PAULOVICH & WORRALL, PLLC**, its attorney, to be delivered upon receipt of properly executed Releases and Stipulation and Order of Dismissal entered in Lawsuit No. 18-161398, approved by the Law Department.

Respectfully submitted,

Christina V. Kennedy, Esq.
Assistant Corporation Counsel

APPROVED: APR 26 2019
LAWRENCE GARCIA
Corporation Counsel

BY:
Krystal A. Crittendon

Supervising Assistant Corporation Counsel

Attachments

R E S O L U T I O N

BY COUNCIL MEMBER _____:

RESOLVED, that settlement of the above matter be and is hereby authorized in the amount of **Twelve Thousand Dollars and ^{NO}/Cents (\$12,000.00)**; and be it further

RESOLVED, that the Finance Director be and is hereby authorized and directed to draw a warrant upon the proper account in favor of **SPINE SPECIALISTS OF MICHIGAN, PC and ANTHONY, PAULOVICH & WORRAL, PLLC, its attorney**, in the amount of **Twelve Thousand Dollars and ^{NO}/Cents (\$12,000.00)** in full payment for any and all claims which Spine Specialists of Michigan, PC may have against the City of Detroit and any other City of Detroit employees by reason of alleged injuries sustained by Latrisha Snider on September 8, 2014, and otherwise set forth in Case No. 18-161398-GC, and that said amount be paid upon receipt of properly executed Releases, Stipulation and Order of Dismissal entered in Lawsuit No. 18-161398-GC and, where deemed necessary by the Law Department a properly executed Medicare/CMS Final Demand Letter.

APPROVED:
LAWRENCE GARCIA
Corporation Counsel

BY: 

Krystal A. Crittendon
Supervising Assistant Corporation Counsel

Approved by City Council: _____

Approved by the Mayor: _____



CITY OF DETROIT
LAW DEPARTMENT



COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 500
DETROIT, MICHIGAN 48226-3437
PHONE 313•224•4550
FAX 313•224•5505
WWW.DETROITMI.GOV

April 25, 2019

HONORABLE CITY COUNCIL

RE: Healthcare Imaging Partners, LLC d/b/a MRI Centers of Michigan (L. Snider) v. City of Detroit
Case No: 18-163790-GC
File No: L18-00521 CVK

We have reviewed the above-captioned lawsuit, the facts and particulars of which are set forth in a confidential memorandum that is being separately hand-delivered to each member of Your Honorable Body. From this review, it is our considered opinion that a settlement in the amount of **Four Thousand Five Hundred Dollars and ^{NO}/Cents (\$4,500.00)** is in the best interest of the City of Detroit.

We, therefore, request authorization to settle this matter in the amount of **Four Thousand Five Hundred Dollars and ^{NO}/Cents (\$4,500.00)** and that Your Honorable Body direct the Finance Director to issue a draft in that amount payable to **Healthcare Imaging Partners, LLC d/b/a MRI Centers of Michigan and WHITING LAW, its attorney**, to be delivered upon receipt of properly executed Releases and Stipulation and Order of Dismissal entered in Lawsuit No. 18-163790, approved by the Law Department.

Respectfully submitted,

Christina V. Kennedy, Esq.
Assistant Corporation Counsel

APPROVED: APR 26 2019

LAWRENCE GARCIA
Corporation Counsel

BY:
Krystal A. Crittendon

Supervising Assistant Corporation Counsel

Attachments

CITY CLERK 2019 MAY 1 PM 0137

R E S O L U T I O N

BY COUNCIL MEMBER _____:

RESOLVED, that settlement of the above matter be and is hereby authorized in the amount of **Four Thousand Five Hundred Dollars and ^{NO}/Cents (\$4,500.00)**; and be it further

RESOLVED, that the Finance Director be and is hereby authorized and directed to draw a warrant upon the proper account in favor of **HEALTHCARE IMAGING PARTNERS, LLC d/b/a MRI CENTERS OF MICHIGAN and WHITING LAW, its attorney**, in the amount of **Four Thousand Five Hundred Dollars and ^{NO}/Cents (\$4,500.00)** in full payment for any and all claims which Healthcare Imaging Partners, LLC d/b/a MRI Centers of Michigan may have against the City of Detroit and any other City of Detroit employees by reason of alleged injuries sustained by Latrisha Snider on September 8, 2014, and otherwise set forth in Case No. 18-163790-GC, and that said amount be paid upon receipt of properly executed Releases, Stipulation and Order of Dismissal entered in Lawsuit No. 18-163790-GC and, where deemed necessary by the Law Department a properly executed Medicare/CMS Final Demand Letter.

APPROVED:
LAWRENCE GARCIA
Corporation Counsel

BY:  _____
Krystal A. Crittendon
Supervising Assistant Corporation Counsel

Approved by City Council: _____

Approved by the Mayor: _____



CITY OF DETROIT
LAW DEPARTMENT



COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 500
DETROIT, MICHIGAN 48226-3437
PHONE 313•224•4550
FAX 313•224•5505
WWW.DETROITMI.GOV

April 18, 2019

HONORABLE CITY COUNCIL

**RE: Mark Jackson v City of Detroit
Civil Action Case No: 19-002441-CZ**

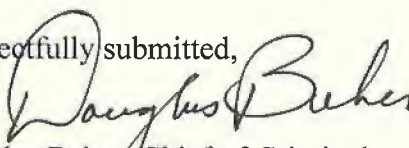
Representation by the Law Department of the City employees or officers listed below is hereby announced, and we concur with the recommendation of the Head of the Department and believe that the City Council should find and determine that the suit against the Defendant arises out of or involves the performance in good faith of the official duties of such Defendant. We further recommend that the City undertake to indemnify the Defendant if there is an adverse judgment. We therefore, recommend a "YES" vote on the attached resolution.

Copies of the relevant documents are submitted under separate cover.

Employee(s) or Officer(s) requesting representation:

Chief of Fire Operations Robert Distelrath

Respectfully submitted,


Douglas Baker, Chief of Criminal
Enforcement and Quality of Life

APPROVED:

BY: 
LAWRENCE T. GARCIA
CORPORATION COUNSEL

DB/sb

Attachments

RESOLUTION

By Council Member

RESOLVED, that the Law Department is hereby authorized under Section 13-11-1 et. seq. of the Municipal Code of the City of Detroit and in accordance with the foregoing communication to provide legal representation and indemnification to the following Employees or Officers in the lawsuit **Mark Jackson v City of Detroit, Civil Case No. 19-002441-CZ.**

Chief of Fire Operations Robert Distelrath

APPROVED:

BY: *Lawrence T. Garcia*
LAWRENCE T. GARCIA
CORPORATION COUNSEL



CITY OF DETROIT
LAW DEPARTMENT



COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 500
DETROIT, MICHIGAN 48226-3437
PHONE 313•224•4550
FAX 313•224•5505
WWW.DETROITMI.GOV

April 18, 2019

HONORABLE CITY COUNCIL

**RE: Mark Jackson v City of Detroit
Civil Action Case No: 19-002441-CZ**

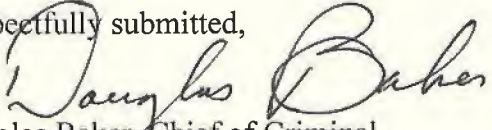
Representation by the Law Department of the City employees or officers listed below is hereby announced, and we concur with the recommendation of the Head of the Department and believe that the City Council should find and determine that the suit against the Defendant arises out of or involves the performance in good faith of the official duties of such Defendant. We further recommend that the City undertake to indemnify the Defendant if there is an adverse judgment. We therefore, recommend a "YES" vote on the attached resolution.

Copies of the relevant documents are submitted under separate cover.

Employee(s) or Officer(s) requesting representation:

Deputy Chief Eugene Biondo

Respectfully submitted,


Douglas Baker, Chief of Criminal
Enforcement and Quality of Life

APPROVED:

BY: 
LAWRENCE T. GARCIA
CORPORATION COUNSEL

DB/sb

Attachments

CITY CLERK 2019 MAY 1 PM 3:27

RESOLUTION

By Council Member

:

RESOLVED, that the Law Department is hereby authorized under Section 13-11-1 et. seq. of the Municipal Code of the City of Detroit and in accordance with the foregoing communication to provide legal representation and indemnification to the following Employees or Officers in the lawsuit **Mark Jackson v City of Detroit, Civil Case No. 19-002441-CZ.**

Deputy Chief Eugene Biondo

APPROVED:

BY:


LAWRENCE T. GARCIA
CORPORATION COUNSEL



CITY OF DETROIT
LAW DEPARTMENT



COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 500
DETROIT, MICHIGAN 48226-3437
PHONE 313•224•4550
FAX 313•224•5505
WWW.DETROITMI.GOV

April 18, 2019

HONORABLE CITY COUNCIL

**RE: Mark Jackson v City of Detroit
Civil Action Case No: 19-002441-CZ**

Representation by the Law Department of the City employees or officers listed below is hereby announced, and we concur with the recommendation of the Head of the Department and believe that the City Council should find and determine that the suit against the Defendant arises out of or involves the performance in good faith of the official duties of such Defendant. We further recommend that the City undertake to indemnify the Defendant if there is an adverse judgment. We therefore, recommend a "YES" vote on the attached resolution.

Copies of the relevant documents are submitted under separate cover.

Employee(s) or Officer(s) requesting representation:

Deputy Chief Robert Shinske

Respectfully submitted,

Douglas Baker, Chief of Criminal
Enforcement and Quality of Life

APPROVED:

BY:

LAWRENCE T. GARCIA
CORPORATION COUNSEL

DB/sb

Attachments

CITY CLERK 2019 MAY 1 PM3:37

RESOLUTION

By Council Member

RESOLVED, that the Law Department is hereby authorized under Section 13-11-1 et. seq. of the Municipal Code of the City of Detroit and in accordance with the foregoing communication to provide legal representation and indemnification to the following Employees or Officers in the lawsuit **Mark Jackson v City of Detroit, Civil Case No. 19-002441-CZ.**

Deputy Chief Robert Shinske

APPROVED:

BY:



LAWRENCE T. GARCIA
CORPORATION COUNSEL



CITY OF DETROIT
LAW DEPARTMENT

April 15, 2019

12

COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 500
DETROIT, MICHIGAN 48226-3437
PHONE 313•224•4550
FAX 313•224•5505
WWW.DETROITMI.GOV

HONORABLE CITY COUNCIL

RE: Matthew Schofield v City of Detroit
Civil Action Case No: 18-013416-CZ

Representation by the Law Department of the City employees or officers listed below is hereby announced, and we concur with the recommendation of the Head of the Department and believe that the City Council should find and determine that the suit against the Defendant arises out of or involves the performance in good faith of the official duties of such Defendant. We further recommend that the City undertake to indemnify the Defendant if there is an adverse judgment. We therefore, recommend a "YES" vote on the attached resolution.

Copies of the relevant documents are submitted under separate cover.

Employee(s) or Officer(s) requesting representation:

P.O. Deandre Williams

Badge No: 4963

Respectfully submitted,

Douglas Baker, Chief of Criminal
Enforcement and Quality of Life

APPROVED:

BY:

LAWRENCE T. GARCIA
CORPORATION COUNSEL

DB/sb

Attachments

RESOLUTION

By Council Member

RESOLVED, that the Law Department is hereby authorized under Section 13-11-1 et. seq. of the Municipal Code of the City of Detroit and in accordance with the foregoing communication to provide legal representation and indemnification to the following Employees or Officers in the lawsuit **Matthew Schofield v City of Detroit, Civil Case No. 18-013416 CZ.**

P.O. Deandre Williams Badge No: 4963

APPROVED:

BY: *Lawrence T. Garcia*
LAWRENCE T. GARCIA
CORPORATION COUNSEL



CITY OF DETROIT
LAW DEPARTMENT



COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 500
DETROIT, MICHIGAN 48226-3437
PHONE 313•224•4550
FAX 313•224•5505
WWW.DETROITMI.GOV

April 15, 2019

HONORABLE CITY COUNCIL

**RE: Matthew Schofield v City of Detroit
Civil Action Case No: 18-013416-CZ**

Representation by the Law Department of the City employees or officers listed below is hereby announced, and we concur with the recommendation of the Head of the Department and believe that the City Council should find and determine that the suit against the Defendant arises out of or involves the performance in good faith of the official duties of such Defendant. We further recommend that the City undertake to indemnify the Defendant if there is an adverse judgment. We therefore, recommend a "YES" vote on the attached resolution.

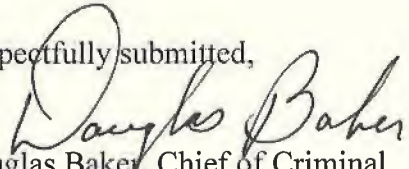
Copies of the relevant documents are submitted under separate cover.

Employee(s) or Officer(s) requesting representation:

P.O. Rueben Yesrael

Badge No: 1178

Respectfully submitted,


Douglas Baker, Chief of Criminal
Enforcement and Quality of Life

APPROVED:

BY: 
LAWRENCE T. GARCIA
CORPORATION COUNSEL

DB/sb

Attachments

CITY CLERK 2019 MAY 1 PM 3:37

RESOLUTION

By Council Member

:

RESOLVED, that the Law Department is hereby authorized under Section 13-11-1 et. seq. of the Municipal Code of the City of Detroit and in accordance with the foregoing communication to provide legal representation and indemnification to the following Employees or Officers in the lawsuit **Matthew Schofield v City of Detroit, Civil Case No. 18-013416 CZ.**

P.O. Rueben Yesrael

Badge No: 1178

APPROVED:

BY:



LAWRENCE T. GARCIA
CORPORATION COUNSEL

April 30, 2019

Honorable City Council

RE: Petition No. 851: University of Detroit Jesuit High School Dad's Club –, a nonprofit organization, requests for resolution from your Honorable Body for a charitable gaming license.

On this date, your Honorable Body referred the above petition to this office for investigation. Petitioner wishes to be recognized as a nonprofit organization with a gaming license from the Bureau of State Lottery.

Be advised that the organization meets the criteria for such recognition as established by the city Council on May 15, 2012.

Therefore, approval of this petition is recommended and an appropriate resolution is attached.

Respectfully submitted,

Janice M. Winfrey

JMW:cj

RESOLUTION

By Council Member: _____

Whereas, University of Detroit Jesuit High School Dad's Club (8400 S. Cambridge Ave., Detroit, Michigan 48221) requests for resolution from your Honorable Body for a charitable gaming license and:

Whereas, the organization meets the criteria for such recognition as established by the City Council on May 15, 2012.

Therefore, Be it Resolved, University of Detroit Jesuit High School Dad's Club (8400 S. Cambridge Ave., Detroit, Michigan 48221) as a nonprofit organization with a gaming license from the Bureau of State Lottery.

DEPARTMENTAL REFERENCE COMMUNICATION

Tuesday, April 30, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

CITY CLERK
FINANCE DEPT/ASSESSMENTS DIV.

851 *University of Detroit Jesuit High School Dad's Club, request resolution from your Honorable Body a charitable gaming license.*

851

November 8, 2018

To: Office of the Detroit City Clerk

From: University of Detroit Jesuit High School Dads' Club

Subject: U of D Jesuit Dads' Club Annual Raffle, Request for Approval by City of Detroit

This is regarding the U of D Jesuit Dads' Club Annual Raffle Fundraiser. This letter is to request the City of Detroit to provide approval for the raffle.

The annual raffle is one of the major fundraisers for the U of D Jesuit Dads' Club. Per the attached documents, the U of D Jesuit Dads' Club is a separate charitable 501.c3 organization.

The U of D Jesuit Dads' Club has held the annual raffle for many years. In order to obtain a Lottery License for the raffle, the Michigan Charitable Gaming Commission requires the Dads' Club to provide several documents; and requires the approval by the city in which the raffle will be held.

The U of D Jesuit Dads' Club Annual Raffle is always held the last Sunday in January. For this school year the U of D Jesuit Dads' Club Raffle is scheduled for Sunday January 27th, 2019. The raffle drawing will be held in the U of D Jesuit High School Commons/Cafeteria during the Dads' Club Annual Pancake Breakfast. The Dads' Club Raffle typically yields a net profit of between \$4,000 - \$5,000. The funds raised by the raffle help to fund various charitable activities and projects.

Please review the attached documents and this letter and provide the City of Detroit's approval for the U of D Jesuit Dads' Club Annual Raffle.

Thank you

Sincerely,

U of D Jesuit Dads' Club

QUALIFICATION INFORMATION

Complete this form and submit with the required qualification documents listed on the attached Qualification Requirements sheet. A Bingo, Raffle, or Charity Game Ticket license application and fee may also be submitted with this information. See box #5 below for mailing instructions.

1. ORGANIZATION INFORMATION

Organization Name UofD Jesuits Dad's Club			
Organization Physical Street Address 8400 S. Cambridge Ave			
City Detroit	State MI	Zip Code 48221	County Wayne
Organization Mailing Address 31190 Lamar St.			<input type="checkbox"/> Same as Physical Address
City Farmington Hills	State MI	Zip Code 48336	County Oakland
Organization Telephone Number 248-935-3008			

2. ORGANIZATION PURPOSE

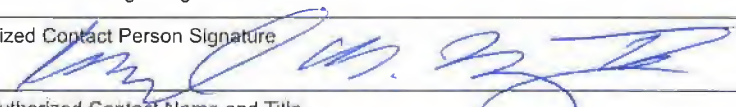
Briefly describe the purpose of your organization.

Charitable gaming license

3. LICENSE APPLICATION

Enclosed is a completed application and fee for a ☐ Bingo ☐ Raffle ☐ Charity Game Ticket license
Make checks payable to STATE OF MICHIGAN.

4. AUTHORIZED CONTACT PERSON

First Name Samuel	Last Name Ramsey	Position/Role with Organization Member	
Mailing Address 31190 Lamar St.		City Farmington Hills	
State MI	Zip Code 48336	Telephone Number (Day) 248-935-3008	Telephone Number (Evening) Same
By signing below, I hereby certify that the representations, information, and data presented are true, accurate, and complete to the best of my knowledge. I understand that failure to answer truthfully, completely, and accurately could preclude the organization from receiving an approval to obtain a gaming license.			
Authorized Contact Person Signature 			Date 4/22/10
Print Authorized Contact Name and Title Samuel Ramsey III - member			

5. MAILING INSTRUCTIONS

Mail this completed Qualification Information form, the required qualification documentation listed on the Qualification Requirements sheet, and the completed license application and fee (if also applying for a gaming license) to Charitable Gaming Division, PO Box 30023, Lansing, MI 48909. If submitting by overnight carrier (FedEx, UPS, etc.), send to Charitable Gaming Division, 101 East Hillsdale, Lansing, MI 48933.





Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hillsdale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL

Yeas: _____

Nays: _____

Absent: _____

DISAPPROVAL

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application.

BSL-CG-1153(R6/09)

LARA Corporations
Online Filing System
Department of Licensing and Regulatory Affairs

Form Revision Date 07/2016

ARTICLES OF INCORPORATION
For use by DOMESTIC NONPROFIT CORPORATION

Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned corporation executes the following Articles:

ARTICLE I

The name of the corporation is:

UNIVERSITY OF DETROIT JESUIT HIGH SCHOOL AND ACADEMY DADS' CLUB

ARTICLE II

The purpose or purposes for which the corporation is formed are:

The Dads' Club exists solely to support the educational and spiritual mission of the University of Detroit Jesuit High School and Academy (hereinafter "U of D Jesuit"). Members of the Dads' Club share a common belief that the personal development of the young men enrolled at U of D Jesuit, individually and as a community, will be enhanced through active involvement by fathers, guardians, custodians, relatives, or any other significant men, in the education process. Therefore, the Dads' Club attempts both to provide such service to U of D Jesuit as may benefit its academic, athletic, and extracurricular programs and to supplement those programs with activities promoting communication, cooperation and school spirit among administration, faculty, staff, students, and parents and male role models of the students.

ARTICLE III

The Corporation is formed upon basis.

If formed on a stock basis, the total number of shares the corporation has authority to issue is

If formed on a nonstock basis, the description and value of its real property assets are (if none, insert "none"):

None

The description and value of its personal property assets are (if none, insert "none"):

Cash (checking account) - currently approximately \$3,000. Last year, average monthly balance was approximately \$4,000.

The corporation is to be financed under the following general plan:

Donations and fundraising.

The Corporation is formed on a basis.

ARTICLE IV

The street address of the registered office of the corporation and the name of the resident agent at the registered office (P.O. Boxes are not acceptable):

1. Agent Name: PETER ARGENTA - TREASURER

2. Street Address: 8400 S. CAMBRIDGE AVE.

Apt/Suite/Other:

City: DETROIT

State: MI

Zip Code: 48221

3. Registered Office Mailing Address:

P.O. Box or Street Address: 8400 S. CAMBRIDGE AVE.

Apt/Suite/Other:

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF INCORPORATION

for

UNIVERSITY OF DETROIT JESUIT HIGH SCHOOL AND ACADEMY DADS' CLUB

ID Number: 802272879

received by electronic transmission on January 08, 2019 ***, is hereby endorsed.***

Filed on January 14, 2019 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 14th day of January, 2019.

Julia Dale, Director

Corporations, Securities & Commercial Licensing Bureau

DADS' CLUB

UNIVERSITY OF DETROIT JESUIT HIGH SCHOOL AND ACADEMY

(Effective 7/1/2016)

BY-LAWS

ARTICLE 1

ORGANIZATION

- 1.1 Name:** This organization shall be known formally as the **University of Detroit Jesuit High School and Academy Dads' Club**. For convenience, it may operate under the name **U of D Jesuit Dads' Club**, or such other name as may be approved from time to time by the membership. For purposes of these By-Laws, it shall be referred to hereinafter as the "Dads' Club".
- 1.2 Organization:** The Dads' Club shall be organized as a Michigan Non-Profit Corporation. It shall apply to the Internal Revenue Service and to all appropriate state and local tax authorities for exemption from tax. It shall operate in accordance with those laws, regulations and rules that shall from time to time govern Michigan Non-Profit Corporations and tax-exempt entities. If any portion of these By-Laws shall be found to contradict such laws, regulations or rules, that portion shall be considered void, in the same manner as if it had not been included herein.

ARTICLE II

PURPOSE

- 2.1 Purpose:** The Dads' Club exists solely to support the educational and spiritual mission of the University of Detroit Jesuit High School and Academy (hereinafter "U of D Jesuit"). Members of the Dads' Club share a common belief that the personal development of the young men enrolled at U of D Jesuit, individually and as a community, will be enhanced through active involvement by fathers, guardians, custodians, relatives, or any

or the needs identified by the Officers or the President of the U of D Jesuit. In the event that the Dads' Club should be dissolved, then its business and affairs shall be wound up in timely manner and all its assets in excess of those necessary to pay for, or establish appropriate reserves against, all current, future, and contingent liabilities and expenses shall be either distributed in kind or sold and the proceeds of such sales distributed. All such liquidating distributions shall be made to or for the benefit of U of D Jesuit, or in its absence, the Society of Jesus Order or some other entity qualifying for tax exemption under section 501(c)(3) of the Internal Revenue Code, or its successor provision, as designated by the Dads' Club.

3.3 Prohibition: In no event shall any asset of the Dads' Club be transferred, distributed or used in any way to benefit directly any individual or entity other than U of D Jesuit, or in its absence, some other entity qualifying for tax exemption under section 501 (c) (3) of the Internal Revenue Code, or its successor provision, as designated by the membership. Provide, however, that the foregoing prohibition shall not interpret to limit transactions in the normal course of business, including payment of reasonable compensation for goods and services provided to the Dads' Club. For such purposes reasonable compensation shall be determined by reference to the fair market value as evidenced by transactions conducted at arms-length between independent persons.

3.4 Restrictions: Notwithstanding the authority granted by Section 3.1 hereof, the membership shall not cause the Dads' Club to change its purpose, to cease all operations, to dispose of substantially all of its assets, or to take any other action that could reasonably be expected to prevent the Dads' Club from continuing business in due course, without specific authorization of its membership.

3.5 Nonprofit: The Dads' Club only intention is to act as a nonprofit organization for as long as it exists.

3.6 Fiscal Year: The Dads' Club shall operate on a fiscal year beginning July 1 of each calendar year and ending on June 30 of the following calendar year.

5.2 **Special Meetings:** Special meetings of the Dads' Club may be called at any time at the request of any Officer or at the written request of any Member. The date, time, place, purpose, and agenda shall be fixed by the one requesting the special meeting. The Secretary shall send notice to the membership of the date, time, place, purpose, and agenda. No business shall be conducted at a special meeting that is not directly related to the purpose stated in such notice.

5.3 **Conduct of Meetings:** The President shall preside at all meetings. In his absence, the Vice President shall preside. Any of the Officers may preside as a situation dictates. All action of the Dads' Club shall be by affirmative vote of the majority of those members present. Voting by proxy shall not be permitted.

5.4 **Consent:** Any action of the Dads' Club that could be taken at a regular meeting may be taken with the majority consent of the Officers in lieu of any meeting, provided, however, that in no case such officers obligate the Dads' Club for money, goods, or services, or incur liabilities on its behalf exceeding One Thousand Dollars (\$1,000). Said action will be on the agenda of the next scheduled regular meeting.

5.5 **Activities:** The activities of the Dads' Club shall generally be planned, organized and executed by teams of members, customarily headed by a Chair appointed by the Officers. Such teams shall operate under the direction and routine supervision of the Officers. Each team shall provide periodic updates to the Officers and shall submit a report to the Officers at the conclusion of the related activity. No team shall have the authority to enter into contracts, obligate the Dads' Club or otherwise incur liabilities on its behalf without specific authorization of the Officers.

6.7 **Treasurer:** The Treasurer shall be the chief financial officer of the Dads' Club. The Treasurer keep the books of the Dads' Club by retaining all check registers and bank statements for review. The Treasurer shall disburse funds and issue checks of the Dads' Club in accordance with the actions and policies of the Club. The Treasurer shall report on the financial affairs of the Dads' Club at each regular meeting. The Treasurer shall file with the IRS the yearly appropriate request to continue the Dads' Club tax exempt status.

ARTICLE VII

MISCELLANEOUS

7.1 **Liability:** No officer or member of the Dads' Club shall be liable to the Dads' Club for any action, or failure to act, by such officer or member on behalf of the Dads' Club and for its benefit if such action, or failure to act, was taken, or refrained from, in good faith and without gross negligence.

7.2 **Amendments:** These By-Laws may be amended at any time, and from time to time, by the affirmative vote of the majority of all members present at a meeting if due notice was provided to the members that amendments would be on the agenda and would be voted on prior to the meeting.

July 1, 2016

2019-04-30

851

851 *Petition of University of Detroit Jesuit
High School Dad's Club, request
resolution from your Honorable Body a
charitable gaming license.*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

CITY CLERK
FINANCE DEPT/ASSESSMENTS DIV.

April 30, 2019

Honorable City Council

RE: **Petition No. 850: – Metro Riverfront Optimist Club of Detroit**, a nonprofit organization, requests for resolution from your Honorable Body for a charitable gaming license.

On this date, your Honorable Body referred the above petition to this office for investigation. Petitioner wishes to be recognized as a nonprofit organization with a gaming license from the Bureau of State Lottery.

Be advised that the organization meets the criteria for such recognition as established by the city Council on May 15, 2012.

Therefore, approval of this petition is recommended and an appropriate resolution is attached.

Respectfully submitted,

Janice M. Winfrey

JMW:cj

RESOLUTION

By Council Member: _____

Whereas, Metro Riverfront Optimist Club of Detroit (200 Riverfront Dr. Apt. #609 Detroit, Michigan 48226) requests for resolution from your Honorable Body for a charitable gaming license and:

Whereas, the organization meets the criteria for such recognition as established by the City Council on May 15, 2012.

Therefore, Be it Resolved, Metro Riverfront Optimist Club of Detroit (200 Riverfront Dr. Apt. #609 Detroit, Michigan 48226) as a nonprofit organization with a gaming license from the Bureau of State Lottery.

DEPARTMENTAL REFERENCE COMMUNICATION

Tuesday, April 30, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

CITY CLERK

850 *Metro Riverfront Optimist Club of Detroit, request resolution from your Honorable Body a charitable gaming license.*



Fatima N. Plater
200 Riverfront Dr. Apt. #609
Detroit, MI 48226
optimisticwoman@yahoo
313.393.4859

April 16, 2018

Michael J. O'Connell Jr.
Assistant City Council Committee Clerk
Office of the City Clerk
2 Woodward Ave., Ste. 200
Detroit, MI 48226
Email: oconnellm@detroitmi.gov
Phone: 313-224-2014

Detroit City Council,

Metro Riverfront Optimist Club of Detroit, has for 24 years partnered with local organizations to improve the lives of children, youth and our community. We are requesting the approval of council in its role as a local governing body, to the attached resolution that states we are a a local nonprofit within this community.

The approval of this resolution will allow our organization to complete the Local Civic Organization Qualification Requirement process and upon approval of the State Gaming Commission, become authorized to reach out to licensed gaming venues to handle revenue transactions during their gaming events and file appropriate paperwork per state law.

We, conduct our principal activities as a nonprofit and use our entire assets for charitable purposes, as required by law,

Focused on children and youth,

Fatima N. Plater

Vice President

MICHIGAN DEPARTMENT OF COMMERCE - CORPORATION AND SECURITIES BUREAU 76		
Date Received		(FOR BUREAU USE ONLY)
NOV 14 1995	DEC 18 1995	FILED JAN 10 1996 Administrator MICHIGAN DEPARTMENT OF COMMERCE Corporation & Securities Bureau
JAN 10 1996		
Name		EFFECTIVE DATE:
John M. Boone (Mrs.)		
Address		
26165 Woodville Place		
City	State	Zip Code
Southfield	MI	4806

Document will be returned to the name and address you enter above.

739-577

ARTICLES OF INCORPORATION

For use by Domestic Nonprofit Corporations
(Please read information and instructions on the last page)

Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned corporation executes the following Articles:

ARTICLE I

The name of the corporation is:

METRO RIVERFRONT Optimist Club of DETROIT

ARTICLE II

The purpose or purposes for which the corporation is organized are: To foster an optimistic way of life for the improvement of individuals and society, through ever-expanding service to youth and community.

ARTICLE III

The corporation is organized upon a NONSTOCK basis.
(Stock or Nonstock)

1. If organized on a stock basis, the total number of shares which the corporation has authority to issue is

_____ . If the shares are, or are to be, divided into classes, the designation of each class, the number of shares in each class, and the relative rights, preferences and limitations of the shares of each class are as follows:

2. If organized on a nonstock basis, the description and value of its real property assets are: (If none, insert "none")

b. The description and value of its personal property assets are: (if none, insert "none")

c. The corporation is to be financed under the following general plan:

d. The corporation is organized on a Membership basis.
(Membership or Directorship)

1. The address of the registered office is:

The address of the registered office is:
26165 Woodville Place, Southfield, Michigan MI 48076
 (Street Address) (City) (ZIP Code)

2. The mailing address of the registered office, if different than above:

_____, Michigan _____
(Street Address or P.O. Box) (City) (ZIP Code)

3. The name of the resident agent at the registered office is: _____

ARTICLE V

The name(s) and address(es) of the incorporator(s) is (are) as follows:

Residence or Business Address

26165 Woodville Place, Southfield, MI 48076

300 Riverfront Apt 2010 Detroit MI 48226

200 RIVERFRONT APT 1004 DETROIT MI 48226

200 denierfont

D. Hunt 71 48.226

Use space below for additional Articles or for continuation of previous Articles. Please identify any Article being continued or added. Attach additional pages if needed.

I, (We), the Incorporator(s) sign my (our) name(s) this 12- day of December, 19 95.

Susan Whitte

Johni Boone

JD

Clarence B. Comer



State of Michigan
Michigan Gaming Control Board
Office of the Executive Director
P.O. Box 30786
Lansing, MI 48909
Phone: (313) 456-4940
Fax: (313) 456-3405
Email: Millionsareparty@michigan.gov
www.michigan.gov/mgcb

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(k)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a nonprofit
COUNTY

organization operating in the community, for the purpose of obtaining charitable gaming licenses, be
considered for _____
APPROVAL/DISAPPROVAL

<u>APPROVAL:</u>	Yeas: _____	<u>DISAPPROVAL:</u>	Yeas: _____
	Nays: _____		Nays: _____
	Absent: _____		Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted

by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

Organization Information: Fatima Plater
200 Riverfront Dr #609 Detroit, MI 48226
ORGANIZATION'S MAILING ADDRESS, STREET, CITY, ZIP
Jennie K. Whitfield, President (313) 330-4802
ORGANIZATION'S PRINCIPAL OFFICER NAME AND TITLE PHONE NUMBER

**DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
NONPROFIT CORPORATION ANNUAL REPORT**

13-03

2018**Due October 1, 2018****File Online at www.michigan.gov/corpfonline**

Identification Number 800824732	Corporation name METRO RIVERFRONT OPTIMIST CLUB OF DETROIT
Resident agent name and mailing address of the registered office <div style="display: flex; justify-content: space-between;"> <div> MRS FATIMA N PLATER 200 RIVERFRONT DR #609 DETROIT, MI 48226 </div> <div style="text-align: right; font-size: small;"> TransInfo: 3 23137328-1 0/30/18 Chrg: 2290 Amt: \$20.00 ID: 800824732 </div> </div>	
The address of the registered office 200 RIVERFRONT DR #609 DETROIT, MI 48226	

If no change in the address of the registered office and/or resident agent proceed to Item 4.

1. Mailing address of registered office in Michigan if changed (may be a P.O. Box)	2. Resident Agent if changed	
3. The address of the registered office in Michigan if changed (a P.O. Box may not be designated as the address of the registered office)		
4. The purposes and general nature and kind of business in which the corporation engaged in during the year covered by this report: <i>* TO aid and develop & encourage youth in the community to become successful scholars & citizens. We carried out programs that provided the development of self esteem & learning skills.</i>		
5. NAME and BUSINESS OR RESIDENCE ADDRESS		
If different than President	President	Cassandra Friday 21661 Whitmore Oak Park, MI 48237
	Secretary	Sandra Battle 28275 Shenandoah Southfield, MI 48076
	Treasurer	Sandra Battle Same as above
If the corporation is a private foundation or formed to provide care to a dentally underserved population, check the following box. <input type="checkbox"/> If box is checked the board shall consist of 1 or more directors. The board of all other corporations shall consist of 3 or more directors.		
Required Director(s)	Director	Cassandra Friday 21661 Whitmore Oak Park, MI 48237
	Director	Betty Bruner 24632 Oneida Blvd Oak Park, MI 48237
	Director	Sandra Battle 28275 Shenandoah Southfield, MI 48076

6. Report due October 1, 2018.**Filing Fee \$20.00.****File Online at www.michigan.gov/corpfonline**

or mail your completed report with a check or money order payable to the State of Michigan.

 Return to: Corporations Division
 P.O. Box 30767
 Lansing, MI 48909
 (517) 241-6470

Signature of authorized officer or agent <i>Fatima N. Plater</i>	Title <i>Vice President / agent</i>	Date <i>7-25-18</i>	Phone (Optional) <i>313.393.4859</i>
---	--	------------------------	---



4494 LINDELL BLVD. • ST. LOUIS, MO 63108
314.371.6000 • FAX: 314.371.6006
E-mail: headquarters@optimist.org
www.optimist.org

February 14, 2019

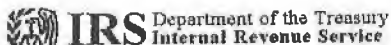
To Whom It May Concern:

The Optimist Club of Metro Riverfront, Michigan #17122, (FEIN 90-0192600) is an active, Subordinate Club of Optimist International. Attached is the IRS Determination Letter, stating that our subordinate clubs are exempt under this group exemption.

If you have any questions, please feel free to contact me at (800) 500-8130 ext. 202.

Sincerely,

Theresa Ovelgoenner
Chief Financial Officer



CINCINNATI OH 45999-0038

In reply refer to: 0248188026
Feb. 28, 2018 LTR 4167C 0
43-0443279 000000 00
00013608
BODC: TE

OPTIMIST INTERNATIONAL
PARENT ORGANIZATION
% DANA THOMAS
4494 LINDELL BLVD
SAINT LOUIS MO 63108-2404

37612

Employer identification number: 43-0443279
Group exemption number: 1334

Dear Taxpayer:

This is in response to your request dated Feb. 16, 2018, for information about your tax-exempt status.

Our records indicate we issued a determination letter to you in July 1958, and you're currently exempt under Internal Revenue Code (IRC) Section 501(c)(04).

We also recognized the subordinates on the list you submitted as exempt from federal income tax under IRC Section 501(c)(04).

Because you're not an organization described in IRC Section 170(c), donors cannot deduct contributions they make to you. You should advise your contributors that their contributions to you are not deductible.

Please refer to www.irs.gov/charities for information about filing requirements. Specifically, IRC Section 6033(j) provides that, if you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

In addition, each subordinate organization is subject to automatic revocation if it doesn't file a required return or notice for three consecutive years. Subordinate organizations can file required returns or notices individually or as part of a group return.

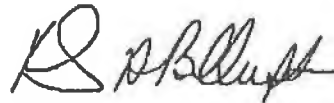
For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

0248188026
Feb. 28, 2018 LTR 4167C 0
43-0443279 000000 00
00013609

OPTIMIST INTERNATIONAL
PARENT ORGANIZATION
% DANA THOMAS
4494 LINDELL BLVD
SAINT LOUIS MO 63108-2404

Sincerely yours,

A handwritten signature in dark ink, appearing to read "K. A. Billups". The signature is fluid and cursive, with the first letter of the last name being a large, stylized "B".

Kim A. Billups, Operations Manager
Accounts Management Operations 1

2019-04-30

850

850 *Petition of Metro Riverfront Optomist
Club of Detroit, request resolution
from your Honorable Body a
charitable gaming license*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

CITY CLERK



16

Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 314
Detroit, Michigan 48226

Phone 313•224•6936
Fax 313•628•1164
www.detroitmi.gov

April 22, 2019

Honorable City Council,

Subject: **Request to Amend the Official Compensation Schedule**

Recommendation is submitted to amend the 2019 – 2020 Official Compensation Schedule to include the pay range for the following appointed classification:

Class Code	Title	Salary
93-14-07	Chief Public Health Officer	\$150,060 - \$225,080

The above recommendations are at the request of Hakim Berry, Chief Operating Officer – Mayor's Office.

This position is critical within the Health Department to manage and oversee the overall direction, strategy, and management of Public Health. The Chief Public Health Officer will develop the strategy and vision for goals, objectives, policies, and priorities for the Health Department's Public Health programs and projects, direct department-wide development of policy recommendations, and ensure that the department remains up to date on all current Public Health trends and the needs of the community. To determine the appropriate salary range for the new classification, a market study was conducted using data from external survey sources. Based on the results, Classification and Compensation recommends a salary range of \$150,060 - \$225,080 subject to City Council approval.

Respectfully submitted,

Denise Starr
Human Resources Director

DS/BB

Attachments

cc: Budget Department

CITY CLERK 2019 APR 23 09:44:00

BY COUNCIL MEMBER_____

RESOLVED, That the 2019 - 2020 Official Compensation Schedule is hereby amended to reflect the following pay ranges, effective upon Council's approval.

Class Code	Title	Salary
93-14-07	Chief Public Health Officer	\$150,060 - \$225,080

RESOLVED, That the Finance Director is hereby authorized to honor payrolls and vouchers in accordance with this resolution, the above communication and standard City of Detroit practices.

City of Detroit
Human Resources Department
JOB SPECIFICATION

Chief Public Health Officer

INTRODUCTION

Appointed by the Mayor, the Chief Public Health Officer is responsible for planning, directing, and coordinating operations of the public health care programs, ensuring that essential local public health needs are met. This position is also responsible for providing leadership to attain the goals and objectives of the department, protecting and promoting the health, well-being, and safety of all Detroiters.

MAJOR DUTIES AND RESPONSIBILITIES

1. Develop the strategy and vision for goals, objectives, policies, and priorities for the Health Department's Public Health programs and projects.
2. Direct department-wide development of policy recommendations and dissemination of plans and objectives in response to opportunities to improve community health.
3. Manage and oversee administrative policies and procedures consistent with local and state laws, rules, and regulations for operation of the Health Department.
4. Direct and coordinate department-wide strategic planning activities, aimed at protecting and promoting the health, well-being, safety, and resilience of Detroit residents.
5. Establish and maintain good working relationships with various public or private organizations including the State Department of Health.
6. Follow public health trends to identify how they could impact the community.
7. Prepare for and act in emergency or disaster situations to address public health issues.
8. Develop departmental budget and allocate funds to the appropriate programs and initiatives.
9. Review data related to public health policy and trends to determine areas of strengths and weaknesses.
10. Determine effectiveness of programs and services offered by the Health Department.
11. Advise and consult with a variety of medical, health, community, governmental, and regulatory agencies in establishing departmental policies and procedures.
12. Direct the identification, evaluation, and acquisition of resources for health programs and services including grants and funding.
13. Coordinate the periodic review of local, state, and federal legislation and ordinances to assure current departmental policies.
14. Represent the Department as needed at public meetings and educational settings.

QUALIFICATIONS

- Master of Public Health (MPH) or Master of Science in Public Health (MSPH) degree.
- Minimum three (3) years of full time public health administrative experience.

Equivalent combinations of education and experience may be substituted to meet the education and experience requirement of this position.

**City of Detroit
Human Resources Department
JOB SPECIFICATION**

Chief Public Health Officer

KNOWLEDGE OF:

- Emerging issues and strategies related to public health programs and services.
- Principles and practices used in operational management, government management, and applicable federal, state, and local laws, rules, and regulations.
- Public health policy.

SKILL IN:

- Working in a complex political environment.
- Partnering with other departments and organizations to maximize the impact of public health initiatives.
- Executive level communication both orally and in writing.
- Strategic thinking and problem solving.

ABILITY TO:

- Define problems, research issues, and develop logical and practical solutions.
- Plan, direct, and coordinate a large group of public health employees.
- Organize work, set priorities, and meet deadlines.

LICENSE, CERTIFICATION AND OTHER SPECIAL REQUIREMENTS

Candidates considered for placement in this classification may be subject to a Criminal Background Investigation based on the requirements of the position.

The above statements describe the general nature and level of work performed by employees assigned to the class. Incumbents may be required to perform job-related responsibilities and tasks other than those stated in this specification. Specific job duties may vary from position to position.

CODE DESIGNATIONS

Class Code:

EEO Code: 1

Date Established:

Date Replaces: N/A

City of Detroit
Classification/Compensation Division
Classification/Compensation Notification Form

Requesting Department: <u>Office of the Mayor</u>	Division:										
Requester Name: <u>Hakim Berry, Chief Operating Officer – Mayor's Office</u>											
Date of Receipt: <u>4/22/2019</u>											
Work Order Number # <u>2018-089</u>	P.L.#:										
Action Taken											
<input type="checkbox"/> Specification Maintained <input type="checkbox"/> Specification Updated <input checked="" type="checkbox"/> New Specification <input checked="" type="checkbox"/> Other: <u>New Classification</u>	<input type="checkbox"/> Position Maintained <input type="checkbox"/> Positions Reallocated <input type="checkbox"/> Position Allocated <input type="checkbox"/> Position Deletion										
<p>Explanation: This is to advise you that the Human Resources Department is making the following recommendations, requested by Hakim Berry, Chief Operating Officer – Mayor's Office, and based on investigation and report by the Classification/Compensation Division of this Department:</p> <p>1. The following new appointed Health title and code be adopted and the 2019-2020 Official Compensation Schedule be amended to include the following pay range:</p> <table border="1" style="margin-left: auto; margin-right: auto;"><thead><tr><th>Class Code</th><th>Title</th><th>Salary</th></tr></thead><tbody><tr><td>93-14-07</td><td>Chief Public Health Officer</td><td>\$150,060 - \$225,080</td></tr></tbody></table> <p><i>Subject to City Council approval</i></p> <p>2. The attached class specification for the following title be adopted:</p> <table border="1" style="margin-left: auto; margin-right: auto;"><thead><tr><th>Class Code</th><th>Title</th></tr></thead><tbody><tr><td>93-14-07</td><td>Chief Public Health Officer</td></tr></tbody></table>		Class Code	Title	Salary	93-14-07	Chief Public Health Officer	\$150,060 - \$225,080	Class Code	Title	93-14-07	Chief Public Health Officer
Class Code	Title	Salary									
93-14-07	Chief Public Health Officer	\$150,060 - \$225,080									
Class Code	Title										
93-14-07	Chief Public Health Officer										
Classification/Compensation Analyst: <u>Brittany Bogus</u> <i>BB</i>	Date: <u>4-23-19</u>										
Chief Classification/Compensation Officer: <u>Nicole Smith</u> <i>Nicole Smith</i>	Date: <u>4-23-19</u>										
Human Resources Director: <u>Denise Starr</u> <i>Denise Starr</i>	Date: <u>4-23-19</u>										

CC: Payroll Audit
Budget
Oracle Update
Kemia Crosson, HR